

Yeovil Town Council



Town House
19 Union Street
Yeovil
Somerset
BA20 1PQ

Buildings and Civic Matters Committee

Buildings and Civic Matters Committee

Tuesday 10th September 2024

7:00pm

Hybrid Meeting:

Face-to-face at Town House, 19 Union Street, Yeovil

BA20 1PQ; and virtual using Zoom meeting software

For further information on the items to be discussed, please contact town.clerk@yeovil.gov.uk.

A handwritten signature in black ink, appearing to read 'Amanda Card'.

Amanda Card, Chief Executive / Town Clerk

4th September 2024

This information is also available on our website: www.yeovil.gov.uk

Members of Yeovil Town Council are summoned to attend:

Tareth Casey

Karl Gill (Vice Chair)

Andy Kendall (Ex-officio)

Tony Lock (Ex-officio)

Jane Lowery

Evie Potts-Jones

Wes Read

Ashley Richards

Andy Soughton

Rob Stickland (Chair)

Helen Stonier

Public Comments at meetings

Members of the public may attend the meeting either physically or via zoom.

If you would like to join the meeting via zoom, please e-mail ytic@yeovil.gov.uk by 9:00am on 10th September 2024. Instructions will be sent to you to view the meeting.

Equality Act 2010

The general public sector equality duty places an obligation on a wide range of public bodies (including town and parish councils) in the exercise of their functions to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act
- Advance equality of opportunity between people who share a protected characteristic and those who do not
- Foster good relations between people who share a protected characteristic and those who do not

The protected characteristics are:

Age	Race
Disability	Religion or Belief
Gender Reassignment	Sex
Marriage and Civil Partnership	Sexual Orientation
Pregnancy and Maternity	

Recording of Council Meetings

The Local Audit and Accountability Act 2014 allows both the public and press to take photographs, film and audio record the proceedings and report on all public meetings (including on social media).

Any member of the public wishing to record or film proceedings must let the Chairman of the meeting know prior to, or at the start of, the meeting and the recording must be overt (i.e. clearly visible to anyone at the meeting), but non-disruptive. Please refer to our Policy on audio/visual recording and photography at Council meetings at www.yeovil.gov.uk. This permission does not extend to private meetings or parts of meetings which are not open to the public.

Members of the public exercising their right to speak during the time allocated for Public Comment who do not wish to be recorded or filmed, need to inform the Chairman who will instruct those taking a recording or filming to cease doing so while they speak.

A G E N D A

A representative from Avon and Somerset Police have been invited to give an update on community policing matters. Questions are welcome from both Councillors and members of the public.

PUBLIC COMMENT (15 Minutes)

Due to the confidential nature of the business of item 11/183 - 11/185, under the Public Bodies (Admission to Meetings) Act 1960 s3, a motion to exclude members of the public and press during discussion of this item will be considered by the Councillors. *Public Bodies (Admission to Meetings) Act 1960 s3*

11/175 APOLOGIES FOR ABSENCE AND TO CONSIDER THE REASONS GIVEN

Council to receive apologies for absence and consider the reasons given. *LGA 1972 s85(1)*

11/176 DECLARATIONS OF INTEREST

Members to declare any interests, including Disclosable Pecuniary Interests (DPI) they may have in agenda items that accord with the requirements of the Town Council's Code of Conduct and to consider any requests from members for Dispensations that accord with Localism Act 2011 s33. (NB this does not preclude any later declarations).

11/177 MINUTES

To approve as a correct record the Minutes of the meetings held on 14th May 2024 and 21st May 2024.

11/178 DEFIBRILLATOR UPDATE

To note the report of the Town Clerk regarding defibrillators as attached at page 6.

11/179 COMMUNITY AMBASSADORS

To consider the report of the Community Ambassadors regarding their role as attached at pages 7 to 9.

11/180 ASHFORD GROVE SIGN

To consider the report of the Deputy Town Clerk regarding the road sign at Ashford Grove as attached at page 10.

11/181 PARKING IN YEOVIL

To consider the report of the Deputy Town Clerk as attached at pages 11 to 12.

11/182 EXCLUSION OF PRESS AND PUBLIC

The Committee will consider passing a resolution to exclude the press and public from the *next item* in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

11/183 CCTV INVOICE AND UPDATE (CONFIDENTIAL)

To consider the report of the Deputy Town Clerk as attached at page 13.

11/184 WESTLANDS ENTERTAINMENT VENUE TEMPORARY FIRE ESCAPE (CONFIDENTIAL)

To consider the report of the Deputy Town Clerk as attached at pages 14 to 17.

11/185 COMMUNITY SAFETY (CONFIDENTIAL)

To consider the verbal report of the Town Clerk.

11/178 DEFIBRILLATOR UPDATE

Yeovil Town Council are currently the guardians of 15 defibrillators across Yeovil (see below), with plans to increase this number continuing.

Accessed Defibrillators

Since May 2022, the defibrillators have been accessed 59 times:

Location	Go-Live Date	Frequency of access as at 21 st May 2024	Frequency of access since 21 st May 2024	Frequency of access to date
1. Nationwide	20/09/21	10	2	12
2. The Acorn	16/10/21	14	2	16
3. Ninesprings Café	14/01/22	0	1	1
4. St Andrew's Scout Group	23/04/22	2	0	2
5. St Peter's	12/03/22	3	1	4
6. Dunelm *	19/07/22	3	0	3
7. Birchfield	09/12/22	5	0	5
8. The Quicksilver Mail	06/01/23	4	1	5
9. Milford Hall	18/01/18	3	1	4
10. Town House	19/01/23	4	0	4
11. Holy Trinity	29/07/23	1	0	1
12. Southville Elim Church	05/10/23	1	0	1
13. Maltravers House	11/03/24	0	1	1
14. Progress Gym	16/05/24	0	0	0
		50	9	59

*Due to the fire in the Quedam, this defibrillator is not currently accessible.

As part of devolution, the defibrillator at Yeovil Recreation Centre (installed on the Jon O'Donnell Pavilion) transferred to Yeovil Town Council. The information retained by the Circuit will be updated to show that Yeovil Town Council are now responsible, and future reporting on this defibrillator will be added to the table above. This has brought the current number of defibrillators to 15.

Future Installations

Discussions are underway with The Bell Inn on Preston Road. The Pen Mill Hotel have agreed to have one situated on their building pending Listed Building Consent.

The Committee is **RECOMMENDED** to note the report.

(Amanda Card, Town Clerk – 01935 382424 or amanda.card@yeovil.gov.uk)

11/179 COMMUNITY AMBASSADORS

The following report is for information on the progress of the Community Ambassador role, since commencement in April 2024.

Summary of Responsibilities and Duties (as listed on the Job Description).

1. To improve the perceptions of crime, anti-social behaviour and encourage visitors into the town centre by providing a visible presence to promote feelings of safety and engaging with the local community and businesses.

Actions taken so far:

- Relationship building with agencies.
 - Daily routes around town and green spaces for a visible presence.
 - Relationship building with those known on the DISC system.
 - Investigation into PSPO's (at request of Chair RS), and if they are still enforceable.
 - Weekly report written and submitted to Town Clerk (line manager).
2. To support the protection of the visible amenity of the town through engagement, education and advice.

Actions taken so far:

- Attended Yeovil In Bloom and supported Able2Achieve.
 - Advice and guidance around the Yeovil Refresh to members of the public.
 - A litter pick through the town with Community payback is in process of arrangement with Probation.
3. To promote the vibrancy of the town centre through information and advice to visitors, helping with directions and supporting event promoters to manage public safety.

Actions taken so far:

- Reassurance and guidance to members of the public regarding street drinking and ASB.
- Work to establish understanding and links with organisations who offer support to sign post effectively, with a view to promote the good work happening within the Town via social media platforms such as Facebook and LinkedIn.
- Attended Diversity event at Westlands and acted as Stewards for the day.
- Supported Town Council events within the Town Centre.

- Assisted with medical emergencies within the Town Centre.
 - Completed SIA qualification and conflict management.
4. To respond to queries from business and members of the public across the Town, providing advice and guidance in relation to community safety.

Actions taken so far:

- Support to Retailers.
 - Advice and guidance regarding reporting tools for Avon and Somerset police.
 - Advice and guidance to members of the DISC system on reporting to the YCRT.
5. To develop effective working relationships with partner organisations.

Actions taken so far:

- Established a positive working relationship with Avon and Somerset police.
- Daily communications with YCRT.
- Support to the outreach team and collaboration to attend Overdose within the town centre of individuals known to services.
- Daily communications with the rangers and any issues within green spaces.
- Support to St Peters church on a weekly basis.
- Youth Engagement training completed.

Feedback:

The Link Outreach Services-

“Working with the newly appointed street ambassadors has been very beneficial to our service in the last few months. They have signposted many individuals to our outreach service, individuals of which we may not have been aware of if it wasn’t for the street ambassadors. They have also kept a constant flow of communication with us regarding old and new customers where needed”.

Nationwide-

“Just wanted to pass on a huge thank you to Claire and Dave the community ambassadors for their support today with a difficult customer which was also upsetting for the team here along with our members in a busy banking hall due to his threats to harm himself. They were here so quickly to assist and both very calming. Two fabulous individuals and what a great support they are to our local community, so great how we can all work together”.

Quedam Via online platforms-



Quedam Shopping Centre

494 followers

8h · 🌐

We had the absolute pleasure of meeting the new Community Ambassadors from **Yeovil Town Council** and were extremely impressed with their positive approach to some of the issues they`re looking to address. We feel this is a fantastic addition to our Town Centre and can already see the difference Claire and David are making. Another reason to be feel optimistic about the future of our great town!

Going Forward:

- The Ambassadors will continue to work in a proactive way, to support the more reactive approach of other organisations based in the town centre.
- Improving on and increasing reporting through the DISC system to ensure the YCRT are getting pertinent information at the right time.
- Structured patrols and joint working with YCRT.
- Structured patrols with the Police.
- Development of community offers across the Town, providing support via different agencies, warm spaces for the winter and focusing on generating a social value and preventing onward costs and pressures on services, such as Police, NHS, housing associations.
- Developing new and working with already established youth groups- focussing on early support.
- Regular litter pick through town with community pay back as well as linking probation in with Yeovil Country Park to assist there.
- Promotion of the great work and communities in the Town via media platforms.

The Committee is **RECOMMENDED** to note the report.

(Claire Bray and David Fahey, Community Ambassadors – 01935 382424 or Claire.bray@yeovil.gov.uk and david.fahey@yeovil.gov.uk)

11/180 ASHFORD GROVE SIGN

This report is for information only.

At the March 2024 meeting of the Buildings and Civic Matters Committee a request for the replacement of a road sign for Ashford Grove was considered. It was resolved that the matter was investigated to find an appropriate way to resolve the issue.

An enquiry was sent to Somerset Council Highways for a cost to repaint the sign. A response was received saying that repainting old signs was not cost effective and therefore it would be added to the list for a new street nameplate to be installed. It was advised that there is a backlog at the moment, and therefore it would take at least three months for it to be installed.

The Committee is **RECOMMENDED** to note the report.

*(Helen Ferdinand, Deputy Town Clerk – 01935 382424 or
helen.ferdinand@yeovil.gov.uk)*

11/181 PARKING IN YEOVIL

This report is for information only.

At the March 2024 meeting of the Buildings and Civic Matters Committee, a petition from the residents of Wyndham Court, and two letters from a resident of Yeovil, all relating to parking issues were considered. It was resolved that a request be sent to Somerset Council to carry out an investigation into parking issues in Yeovil, and for a review of the Parking Strategy.

The following email was sent on 22nd March to the Parking Services Manager and the Service Manager for Highways Development Management:

I am emailing you both as I know that Steve has been involved in the issue of parking provision in Yeovil previously, but I'm also aware that Jon is the Service Manager for Highways Development Management and might be better placed to respond in respect of the Somerset Parking Strategy.

It has been brought to the attention of Yeovil Town Council that the residents of Wyndham Court, Newton Road, Yeovil BA21 4HB submitted a petition to SC last year requesting that SC implement an alteration to the parking restrictions at Ivel Court in order to ease their parking difficulties. [REDACTED] [REDACTED] who has been leading the campaign has provided the email that Steve sent to her in response (dated 5th Dec 2023), following which she has submitted the petition to Yeovil Town Council. Following the submission, the Town Council's Buildings and Civic Matters Committee (BCM) considered a report (see attached for your information) on 19th March. You will note, the TC has also received other letters from another Yeovil resident raising more general concerns about the number of residential properties being allowed (either new-builds or conversions) with no, or very little, parking provision.

The BCM Committee had a lengthy discussion regarding this topic and raised concerns about the number of residential units being granted planning permission/prior approval without adequate parking, especially as the public transport in Yeovil is so poor with no town centre train station, and bus services being cut. Councillors were especially concerned that job opportunities within the town may also be on the decline so residents living in the town centre will need their own transport to reach their place of work. No doubt, many residents will also want to access places outside of Yeovil in their free time.

Whilst the Committee recognises and is sympathetic to the issues raised by the residents of Wyndham Court, they are aware that it is not within the remit of the Town Council to address these parking issues. Therefore, the Committee resolved at their meeting to write to the Parking Services Manager at Somerset Council to request that an investigation is carried out into the parking situation in Yeovil, and armed with this knowledge consider a review of the Somerset County Council Parking Strategy. The Parking Strategy, against which all planning applications are assessed, is dated 2013 and was written to help support the development of Somerset's Future Transport Plan for the period 2011 – 2026. As town centres generally have been in decline during this period, especially since covid, the Committee requests that the Parking Strategy is reviewed to allow more flexibility when assessing planning applications and the adequacy of the parking provision being proposed.

The deadline for the next BCM Committee is Friday, 10th May and therefore I would be grateful if you could get back to me by this date at the latest so I can inform the Committee of your response.

No response was received so a further email was sent on 8th May asking for an acknowledgement of the email, and an indication of when a response could be expected. Again, there has been no response.

The Committee is **RECOMMENDED** to note the report.

*(Helen Ferdinand, Deputy Town Clerk – 01935 382424 or
helen.ferdinand@yeovil.gov.uk)*